

CITY OF CONCORD
POLES AND WIRES COMMITTEE

MEETING MINUTES

OCTOBER 16, 2009 – 10:30 AM
2ND FLOOR CONFERENCE ROOM, CITY HALL

CALL TO ORDER

Ed Roberge called the meeting to order and briefly outlined the agenda.

Attendees

Ed Roberge, City Engineer
Douglas Woodward, Planning Director
Rick Wollert, Fire Alarm and Traffic Signal Superintendent
Paul Gendron, City Surveyor

APPROVAL OF 5/22/09 MEETING MINUTES

Douglas Woodward moved to approve the 5/22/09 Poles and Wires Committee meeting minutes. Ed Roberge seconds the motion. After brief concurrence the motion to approve the minutes was unanimously approved.

NEW BUSINESS

1. Compliance with NH RSA 231:165 – Services and Fees.

New Business Item 1 was taken out of order at the request of Michelle Tiffany of the City Clerk's Office. Ed Roberge briefly discusses the current process upon receiving a license request from the utility companies. He notes that the Engineering Services Division, since at least 1996, has been deputized to collect, record, and invoice for licenses approved by the City. Michelle Tiffany indicates that City Clerk Janice Bonenfant concurs with Paul Gendron administering the license process and collecting the \$10 license fee. She would, however, want to review the process upon turnover of existing personnel. Michelle Tiffany appreciated the Committee taking the time to review the process and would coordinate with the City Clerk.

APPLICATIONS

1. Unitil Energy Systems, Inc. and Fairpoint New England, Inc., Request for Licensure of a new pole (128A) on Snow Pond Road within a City Right-of-Way.

Paul Gendron explained that items 1 and 2 are both related to the Juniper Fells subdivision. He noted that upon reviewing previous license requests along the same street, that these two poles had not been included with the previous license requests and that these two applications were in response to the City's inquiry of Fairpoint. He explains that Pole 128A is for one service connection to a single family residence on the north side of Snow Pond Road. The main pole (128) connecting to the single service pole is located on the south side of Snow Pond Road. He also explained that the application for Pole 111-1 is for one service connection to a single family residence on the east side of Graham Road. The main pole (111) connecting to the single service pole is located on the west side of Graham Road.

Ed Roberge made a motion that the petition and license for Items 1 and 2 be approved. Seconded by Doug Woodward. After brief concurrence the motion to approve the licenses was unanimously approved.

2. Unitil Energy Systems, Inc. and Fairpoint New England, Inc., Request for Licensure of a new pole (111-1) on Graham Road within a City Right-of-Way.

3. Northern New England Telephone Operations LLC d/b/a Fairpoint Communications LLC and Unitil Energy Systems, Request for Licensure of a replacement pole (192 /1 1/2) on Spruce Street within a City Right-of-Way.

Paul Gendron explained that the pole is located on the easterly side of Spruce Street. He provided the committee with photographs that indicate a “double pole” situation. A “double pole” situation exists when the new replacement pole has been placed in the ground but the old dead pole has not be removed. The electric wires, which are located at the top of the pole, have been moved onto the new replacement, however, the telephone and cable wires are still attached to the old dead pole. Ed Roberge made a motion that the petition and license be conditionally approved subject to the removal of the dead pole within 60 days of this conditional approval date. Seconded by Douglas Woodward. After brief concurrence the motion to conditionally approve the license was unanimously approved.

4. Northern New England Telephone Operations LLC and Public Service Company of New Hampshire, Request for Licensure of a replacement pole (1322 / 2) on Shaker Road within a City Right-of-Way.

Paul Gendron explained that the application is for one main line pole on the on the west side of Shaker Road. Douglas Woodward states that he believes the relocation of the pole is part of the development of the Juniper Fells subdivision. Discussion ensues with regard to the location of the replacement in relation to the open space parcel, a developable lot, or the proposed location of Swan Circle. Ed Roberge made a motion that the petition and license be conditionally approved subject to Paul Gendron confirming the location of the pole in relation to the subdivision and the purpose of the pole. Seconded by Douglas Woodward. After brief concurrence the motion to conditionally approve the license was unanimously approved.

OLD BUSINESS

1. Status of NHMA Utility Pole License Review.

Rick Wollert explained that the draft petition and license review is ongoing at the NHMA / NHLGC. He indicated that the sub-committee formed to work out details of the proposed license had completed their work and would be reporting back to the full committee at the next meeting, either November 2 or November 9. He indicated that he is comfortable with the recommendations of the sub-committee.

NEW BUSINESS

1. Compliance with NH RSA 231:165 – Services and Fees.

This item taken at the beginning of the meeting.

2. Unitil Energy Systems Licensure of replacement poles.

Brief discussion related to the requirements of licensing replacement poles within 5 feet of an existing pole. The committee was comfortable with the requirement that a license be required for a replacement pole that would be located more than 5 feet from an existing pole being replaced.

NEXT MEETING

The next scheduled meeting is November 20, 2:00 PM, in the second floor conference room.

There being no further items to discuss, the meeting adjourned.